

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



SANITATION PRACTICES

Item to assess	Standard ¹	13 Indicators of Quality Child Care ²	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN ³	Facility
1. Sanitation: Toothbrushes are properly handled and stored.	5.095-toothbrushes and toothpaste 6.027 disease recognition and control of HBV	O		X	X	X	X	X	
2. Sanitation: Bleach/water sanitizing solution is available and mixed daily.	3.014 -diapering 3.026 -body fluids 4.065-washing dishes by hand Appendices I, J	X							X
3. Sanitation: All trays and tables are sanitized before food/snacks are served.	4.044 maintenance of food service surfaces 8.036 infant feeding policies	O							X
4. Sanitation: Children are not exposed to sanitation / disinfectant products (mists, vapors, liquids) during the day.	5.102 -presence of toxic substances	O							
5. Handwashing: The same sinks are not used for food or bottle preparation and for handwashing.	4.045-food prep sinks 5.127 prohibited use of hand washing sinks	X							X
6. Handwashing: Personnel conduct handwashing according to Caring for Our Children national standard 3.020. ⁴	3.020 -situations requiring hand washing 3.022 -child hand washing 3.023-training/monitoring hand washing	X							X
7. Handwashing: Disposable towels are in stock, readily visible and accessible for personnel and child use.	3.014 -diapering 3.021 -hand washing 3.022 child hand washing 3.031 -towels for cleaning 3.070 -requirements for care of ill children 4.029-tableware and feeding 4.061-cleaning of food areas 5.096-bathroom and hand washing supplies 5.126 -hand washing sinks Appendix J	X							X

¹ Caring for Our Children, National Health and Safety Performance Standards, Guidelines to Out-of-Home Child Care, 2nd Edition. American Academy of Pediatricians. Numbers in **RED** are also contained in Stepping Stones to Using Caring for Our Children, Second Edition.

² Richard Fiene, Ph.D., Director of Early Childhood Institute, Pennsylvania State University, 2001 North Front Street, Harrisburg, PA. 2002. Scoring format: **X** = means yes the item pertains. **O** = means no the item does not pertain.

³ CSN means child with special need.

X = means yes the item pertains. **O** = means no the item does not pertain.

⁴ Handwashing shall be conducted at the following times 1) upon arrival at the child care business or when moving from one group of children to another group; 2) before and after eating or handling food or feeding a child, giving medication, water-play activity and 3) after diapering, using toilet, handling a body fluid, handling uncooked food (especially uncooked meat), handling animals, sandbox play, cleaning or handling garbage.

Health and Safety Assessment

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8. Handwashing: A sink is adjacent to the diaper changing area for personnel to wash hands without leaving the diaper changing area.	5.130-hand washing / diaper area sinks 5.131-hand washing / diaper area sinks for home providers	X	X	X					X	
9. Handwashing: A complete and accurate handwashing protocol or poster is visible at every sink where handwashing occurs.	3.021 -hand washing procedure	X								X
10. Diapering: There are designated diaper changing areas clearly marked. ⁵	3.015-diaper area use 3.016 access to diaper area 3.017-use of diaper area 5.067 -soiled diapers 5.129 -diaper changing table 5.130-diaper area sinks 5.131-sinks for home providers 5.132 -location of diaper area 5.133-diaper table specifics	X	X	X					X	
11. Diapering: The trash receptacles used for diapers are out-of-reach or are enclosed containers with hands-free operation.	3.016-diaper waste receptacles 3.030-equipment for cleaning (chart) 3.033-waste receptacles 5.066-containment of garbage 5.067 -containment of soiled diapers 5.096 supplies for bathrooms 5.125-waste receptacles in toilet rooms	X	X	X						X
12. Diapering: The diaper changing surface is easily disinfected and free of cracks.	3.014 -diaper changing 3.019-maintaining diaper area 3.030-cleaning sanitizing equipment (chart) 5.129 -diapering tables 5.132 -diapering area 5.133-diapering tables	X	X	X						X
13. Diapering: Disposable gloves are in stock, readily visible and accessible.	3.014 -diapering 3.026 -body fluid spills 4.051 -food handling 5.093 -first aid kits Appendices D, J	X	X	X					X	
14. Diapering: Diaper changing area is a distinct area and not interchanged with food preparation / food service areas.	3.015-diaper area use 3.017-use of diaper area	X	X	X					X	
15. Diapering: A complete and accurate diaper changing protocol/poster is visible in every area where diapers are changed.	3.014 -diapering procedure	X	X	X					X	

⁵ Items pertaining to diapering should be scored for all rooms where infants, toddlers or children with special needs are enrolled. Some children with special needs have bladder or bowel control needs and may wear a diaper-like clothing item or panty liners that need to be changed during the time the child is in attendance. The questions relating to diaper changing may be recorded as not applying (NA) if no infants, toddlers, or children with special needs are enrolled in the room. The floor should not be used as the diaper changing area.

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



NUTRITION AND FOOD SAFETY

Item to assess	Standard	13 Indicators of Quality Child Care	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN	Facility
1. All meal and snack menu plans meet the CACFP guidelines regardless of the facility's enrollment in CACFP.	4.008 -written menus 4.009 -feeding plan	X							X
2. The names of children with specific dietary needs are posted in food preparation and food service areas. (ASK : What children in this room have food allergies or special diets?)	4.010 -food allergies	X							X
3. Food and bottles (infant bottles of milk) are handled safely and stored properly.	1.031 -staff training 3.020 -hand washing 4.047-maintaining safe food temp. 4.050-comply with USDA 4.051 -staff restrict from food handling 4.052 -precaution safe food supply 4.054-prep of food for storage 4.056-food storage nor refrigerated 4.057-storage of dry bulk food 4.058 -foods for disaster 4.060 -foods not stored with cleaning agents 4.066-transporting food 4.067-transported food safety 4.068-holding transported food 5.011-separation of operations 5.012-multiuse rooms 6.023-enteric disease control	X	X					X	
4. Infant bottles brought from home are clearly labeled with the infant's name and time the bottle was prepared.	4.015 feeding human milk 4.017 prep and handling of bottle feeding	X	X						
5. Refrigerator and freezer temperatures are monitored and recorded daily.	4.047-maintaining safe food temp. 4.052 -precaution safe food supply	X							X
6. Clean, sanitary drinking water is available indoors and outdoors for all children throughout the day.	4.006 -availability of drinking water 4.014 -techniques for bottle feeding 4.016 prep of infant formula 5.055 -water supply 5.056-water handling treatment 5.059-testing drinking water quality 5.061 &5.138-testing for lead in water 5.062-water test results 5.063-emergency water supply 5.136-accessible drinking water	X							X

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



7. Breastfed babies are welcomed.	5.137-drinking water fountains 4.015 feeding human milk	O	X							
8. Temperature of water in dishwasher is 140 degrees F or above. OR when dishes are manually washed, a sanitation rinse is completed.	4.063 dishwashing in centers 4.064 dishwashing in homes 4.065 manual dishwashing 5.040-water temp.	X								X

MEDICATION

Item to assess	Standard	13 Indicators of Quality of Child Care	Age Group						CSN	Facility
			0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo			
1. Medication is properly labeled and is in the original container.	3.082 -labeling and storage	X								X
2. Medication is properly stored (including refrigeration in a separate covered container away from food items).	3.082 -labeling and storage	X								X
3. Medication is inaccessible to children at all times.	3.082 -labeling and storage	X								X
4. A signed parent authorization is on file for every medication (prescribed and over-the-counter) given at child care.	3.081 -permissible medication administration	X								X
5. Every dose of medication given at child care is documented on a medication recording form.	3.083 -training personnel to administer meds 8.051 -medication records	X								X
6. Personnel giving medication know the identify of children receiving medication, name of medication, dosage of medication, reason medication is needed by child, signs and symptoms of medication reaction.	3.063 caring for children who require medical procedures 3.081 -permissible medication administration 3.082 -labeling and storage 3.083 -training personnel to administer meds	X								X
7. Personnel giving medication have appropriate measuring tools to measure proper medication dosage.	3.083 -training personnel to administer meds	X								X

EMERGENCY PREPAREDNESS

Item to assess	Standard	13 Indicators of Quality of Child Care	Age Group						CSN	Facility
			0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo			
1. First aid kits are available in all areas: indoors, outdoors, vehicles, and traveling kits for field trips. (ASK: Where are your first aid kits located?)	2.038 -kits for field trips 5.093 -first aid kits contents/location 5.237-emergency equipment 8.022 -urgent medical care / incidents	X								X

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



2. First aid kits meet the DHS checklist of contents.	5.093-first aid kits contents/location	X																		X
3. All emergency telephone numbers, including poison control center, are posted adjacent to all telephones.	3.048 -emergency procedures 5.093-first aid kit contents 5.237-emergency information transport 8.077 -public posting documents	X																		X
4. Emergency shelter-in-place and evacuation procedures are posted in every area used by personnel and children.	1.002 -staff ratios 2.028 -supervision 5.020 -emergency exits / shelter 5.021 -evacuation of child special needs 5.024 -emergency exits 5.025-access to exits 8.004-content of policies 8.022 -written plan and training 8.024 -evacuation plan 8.027 -approval of evacuation plan	X																		X
5. Evacuation equipment is present, sturdy and in good repair.	5.145 -cribs 8.068-reports of inspections fire protection equipment 8.077 -public posting documents	X																		X
6. Personnel demonstrate proper use of evacuation equipment.	1.022-personnel orientation 1.030-home provider training 3.051-fire extinguisher 3.052-response to fire 5.053 -smoke detector 5.054-fire extinguisher 8.024 -written plan 8.068-inspections fire devices 8.069-evacuation drill record	X																		X
7. Evacuation equipment is inspected and maintained monthly.	5.053 -smoke detector 5.054-fire extinguisher 5.145 -cribs 8.068-inspections fire devices 8.069- evacuation drill record	X																		X
8. Fire drills (evacuation) are practiced monthly.	8.024 -written plan 8.068-reports of inspections fire protection equipment 8.069 evacuation drill record	X																		X
9. Tornado drills (shelter in place) are practiced monthly by the whole facility.	8.024 -written plan 8.025-implementing drills	X																		X
10. A complete file of all personnel and children's names and contact information is readily available for notifying parents and officials of personnel and children present within the facility.	3.048 -emergency procedures 5.093 -first aid kits 8.026-using daily roster during drills	X																		X

Health and Safety Assessment

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INFANT SLEEP AND POSITIONING									
Item to assess	Standard	13 Indicators of Quality of Child Care	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN	Facility
1. All infants under 1 year of age are always placed on their back to sleep.	3.008 -sleep arrangements 5.146 -infant sleep position	O	X						
2. Only by written recommendation of the child’s physician is any infant placed in any other position than back-to-sleep. (No parent authorizations)	3.008 -scheduled rest periods 8.005-written information parents	O	X						
3. Infants sleep only on firm appropriate surfaces. (no infant sleeping on sofas, waterbeds, bean bags, adult beds, infant swings, or infant seats)	5.146 -sleeping equipment supplies	O	X						
4. The temperature in infant sleeping areas is regulated by the provider in the room.	5.028 -indoor temperature 5.033-thermometer placement 5.144-sleeping equipment supplies	O	X						
5. Infants are given “tummy time” regularly throughout the day. (Infants are not left in “containers” like infant seats/swings for long periods of time.)	2.010 -caregiver relationship with infant 2.011 -interaction with infants 2.012 -space activity infants 5.112 -space required per child 5.114-infant areas	O	X						

INDOOR SAFETY									
Item to assess	Standard	13 Indicators of Quality of Child Care	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN	Facility
1. Equipment / furniture is developmentally appropriate and accessible for all children. (including children with special needs)	2.016-equipment for 3-5 year old 5.181-design play equipment 5.085-play equipment requirements 5.087-toys child under age 3 yr.	O							
2. Indoor equipment and furniture is sturdy, stable, and free of hazards, including the risk of entrapment/entanglement.	3.038 -equipment checks 5.085-play equipment requirements 5.181-design play equipment 5.197-inspection surfacing	O							
3. The indoor play area is designed to allow personnel to observe and interact with children in all play areas at all times.	5.085 -play equipment 8.033-policy play area	O							
4. Materials, supplies, and equipment in care giving areas are stored safely.	5.029-art supplies 5.154-teaching supplies	O							

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



	5.155-soiled linen 5.156-closet door latches								
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OUTDOOR SAFETY

Item to assess	Standard	13 Indicators of Quality of Child Care	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN	Facility
1. All children (including infants) have time in outdoor activities daily, except in extreme weather conditions.	2.009 -outdoor play 5.162-size location play area 7.002-planning inclusion 7.001-inclusion of all children 8.042-plan of program activity	X							X
2. Play equipment is developmentally appropriate for typically developing children AND for children with special needs.	2.016-equipment for 3-5 year old 5.085 -play equipment requirements 5.087 -toys child under age 3 yr. 5.181-design play equipment Appendix T	X							X
3. Playground and play equipment is accessible for children with special needs. ⁶	5.187 -play equipment special needs	X						X	X
4. The outdoor play area is designed to allow personnel to observe and interact with children in all play areas at all times.	5.085 -play equipment 5.160 -visability of all areas 8.033-policy play area	X							X X
5. Outdoor equipment is manufactured and intended for public playground or commercial use.	2.009 -outdoor play 5.162-size location play area 5.164-outdoor play capacity 5.194 -remove hazards 5.196 -equipment inspection 5.226-maintenance of outdoor surfaces	X							
6. Outdoor play equipment is routinely inspected and maintained according to manufacturer’s instructions. (there should not be missing pieces, wood rot, rust, cracks, splinters, or sharp points, edges, and corners)	5.194 -remove hazards 5.196 -equipment inspection 5.226-maintenance of outdoor surfaces	X							X
7. Outdoor play areas have adequate shade during times when children are outdoors.	2.009 - play outdoors 5.177-sun exposure outdoors	X							X
8. Children wear protective clothing appropriate for the weather.	2.009 - play outdoors	X							X
9. Children wear sunscreen during spring/summer/fall	2.009 - play outdoors	X							X

⁶ Several items in the Outdoor Safety category may be scored for the whole facility unless each room has a separate outdoor play/learning area. The child care facility may have designated areas for specific age groups. If this is the case then score the outdoor safety items used per room.

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



months when outdoors. (including field trips)	3.081-permission for medication									
10. Materials, toys, and equipment for outdoor play are stored properly and safely.	5.154-storage teaching equipment	X								X
11. All personnel supervising swimming or wading activities have completed CPR training.	1.028 -CPR swimming and wading	X								X
12. Wading pools are not used for water play. (ASK : Do you ever use wading pools for water play with children? If the answer, YES then ASK : How often do you drain the water?)	3.046-pool behavior 5.198 -enclosure body of water 5.212-water in containers 5.213-wading pools 5.215-pool safety rules 5.216-water quality	X								X

ENVIRONMENTAL HEALTH

Item to assess	Standard	13 Indicators of Quality of Child Care	0-23 mo	24-35 mo	36-47 mo	48-59 mo	60+ mo	CSN	Facility
1. There is no peeling or chipping paint. (Lead poisoning)	3.038 -check play equipment 4.029-feeding dishes utensils 5.005 -site hazard free 5.065-lead level in drinking water 5.075 -safety equipment, materials, furnishings 5.105-art supplies proper use 5.110 -testing for lead poisoning 5.138-lead from drinking fountain 5.179 -lead in soil 8.066-display inspection report	X							X
2. Radon detection devices have been used and the result of detection know to determine radon levels in all lower level areas.	5.005 -site hazard free 5.007-use of basement 5.059-testing drinking water radon 5.103-radon concentration	X							X
3. Carbon monoxide detections are placed in all areas where combustion equipment is located. (furnace, stove, water heater areas)	5.027-fresh air 5.028 -air exchange 5.031-air recirculation systems 5.032-ventilation 5.034 -portable heating devices 5.036-inspect heating systems	X							X
4. All areas have ventilation that does not bring fumes into occupied areas.	3.032-odors 5.006-structurly sound facility 5.015-screens for ventilation 5.027-fresh air 5.028 -air exchange	X							X

Health and Safety Assessment

Assessment Item Analysis Using “Stepping Stones” from “Caring for Our Children,” 2nd Edition



	5.031-air recirculation systems 5.032-ventilation 5.034 -portable heating devices 5.073 -pesticide or herbicide use 5.074-pesticide use 5.108-ventilation 5.109-emission of toxic fumes 5.163-indoor play ventilation								
5. Aerosol or spray air fresheners, air sanitizers are not used in child occupied/used areas.	3.032-odors 5.107-prohibit specific chemicals	X							X
6. There are no persistent moist areas on walls, floors, or ceilings. (Mold spore-air quality)	3.062 -asthma 5.005 -location hazard free 5.006-structure sound 5.007-use of basement 5.027-fresh air 5.028 -indoor air exchange 5.079-floors, walls, ceilings	X							X
7. Child care facility has public water supply OR the private water supply has been tested-provider knows local resources for water quality testing.	4.006 -availability of drinking water 4.016-prep of infant formula 5.055 -water supply 5.056-water treatment 5.059-testing of drinking water 5.061 -water testing for lead 5.062-water test results 5.063-emergency safe drinking water 8.066-water quality test results displayed	X							X

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